



COMPLETE PROPERTY CARE, LLC

303 N. Madison St.  
Muncie, IN 47305

(765) 288-0890

**FOR ALL YOUR PROPERTY  
CARE NEEDS...**

*we'll make your house  
feel like home again...*

<b>NAME</b>		<b>DATE</b>		
<b>ADDRESS</b>				
<b>PHONE (    )</b>		<b>ALTERNATE (    )</b>		
<b>ARE YOU AT LEAST 18 YRS. OF AGE?</b>			<b>SSN</b>	
DATE OF BIRTH NOT REQUIRED, HOWEVER YOU MUST BE 18 YEARS OF AGE TO BE ELIGIBLE FOR HIRE.				
<b>ARE YOU ELIGIBLE FOR EMPLOYMENT IN THE UNITED STATES ?</b>				
<b>HAVE YOU EVER BEEN CONVICTED OF A FELONY ? YES    NO</b> if yes, please explain _____				
<b>ARE YOU A UNITED STATES MILITARY VETERAN? YES    NO</b>				
<b>DO YOU HAVE A VALID STATE OF INDIANA DRIVER'S LICENSE ? YES    NO</b> <i>you must have license to be eligible.</i>				
<b>POSITION APPLIED FOR</b>			<b>START DATE</b>	
<b>EDUCATION SECTION.</b>				
<b>NAME OF SCHOOL</b>	<b>YRS. ATTENDED</b>	<b>TYPE OF DEGREE</b>	<b>MAJOR</b>	<b>GPA</b>
<b>OTHER TRAINING OR EDUCATION</b>				
_____				
_____				
_____				
_____				
_____				



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**PLEASE LIST ANY SKILLS THAT YOU BELIEVE ARE RELEVANT TO THE POSITION AVAILABLE.**

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**EMPLOYMENT HISTORY**

<b>EMPLOYER</b>	<b>PHONE</b>
<b>ADDRESS</b>	<b>DATES</b>
<b>STARTING WAGE</b>	<b>ENDING WAGE</b>
<b>POSITION HELD</b>	
<b>DUTIES</b>	
<b>EMPLOYER</b>	<b>PHONE</b>
<b>ADDRESS</b>	<b>DATES</b>
<b>STARTING WAGE</b>	<b>ENDING WAGE</b>
<b>POSITION HELD</b>	
<b>DUTIES</b>	
<b>EMPLOYER</b>	<b>PHONE</b>
<b>ADDRESS</b>	<b>DATES</b>
<b>STARTING WAGE</b>	<b>ENDING WAGE</b>
<b>POSITION HELD</b>	
<b>DUTIES</b>	

**PLEASE LIST THE NAME, ADDRESS, & PHONE NUMBER FOR 3 NON-RELATIVE REFERENCES.**

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I affirm that the answers contained herein are true to the best of my knowledge, and falsified answers are grounds for non-hire (or termination - if discovered to be false at a later date). I also understand that by signing below, I am authorizing Total Property Care, LLC to verify the information contained herein. Should I be hired for the available position, I am aware that I may be asked to sign a confidentiality agreement pertaining to trade secrets and other pertinent information viable to Total Property Care, LLC.

\_\_\_\_\_  
**Signature**

**Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_